



County of Los Angeles CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.lacounty.gov>

DAVID E. JANSSEN
Chief Administrative Officer

January 25, 2007

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

COMPLIANCE WITH THE MEMORANDUM OF AGREEMENT WITH THE DEPARTMENT OF JUSTICE

On December 19, 2006, on motion of Supervisor Antonovich, the Chief Administrative Office (CAO) was instructed to identify qualified staff from other County departments to assist in achieving full compliance with the Memorandum of Agreement (MOA) with the Department of Justice (DOJ) and update the Board within three weeks.

In response to these instructions, my staff worked with the Probation Department and identified the following areas that selected County departments could assist Probation in achieving compliance with the MOA:

- Department of Human Resources - to assist with promulgation of open competitive and promotional examinations related to positions for juvenile halls.
- Fire Department - to provide technical assistance by reviewing policies and procedures related to Provision #52 Fire Safety of the Settlement Agreement.
- Sheriff's Department - to assist with developing a new system or allowing Probation to use the Sheriff's Electronic Medical Records system.
- Department of Health Services - to continue to provide technical support in moving along the process relative to Provision #41 Medical Records Transfer.
- Internal Services Department - to ensure that any service requests for juvenile halls are completed in a timely manner.
- Department of Public Works – to ensure that DOJ related projects at the juvenile halls are fast-tracked, with particular emphasis on security fencing for the compound at Barry J. Nidorf Juvenile Hall that houses juveniles that will be tried as adults.

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CAO staff will work with representatives from these departments and Probation to ensure qualified staff is identified to assist Probation in achieving full compliance with the MOA.

Please let me know if you have any questions or need additional information, or your staff may contact Gevork Simdjian at (213) 893-9736.

DEJ:DL
RG:GS:yf

c: Executive Officer, Board of Supervisors
 Chief Probation Officer
 Department of Human Resources
 Department of Health Services
 Department of Public Works
 Fire Department
 Internal Services
 Sheriff's Department

Compliance with MOA and DOC.bm